

## HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 4610

### ASSISTANT FACILITIES ENGINEER

**Abolished Effective February 10, 2006**

#### CLASS SERIES CONCEPT

Perform design and development engineering tasks in an engineering speciality such as mechanical, electrical, structural, architectural or civil engineering; or perform engineering tasks related to the maintenance and operation of facilities and/or utilities systems.

#### BASIC FUNCTION

Perform standard engineering assignments.

#### DISTINGUISHING CHARACTERISTICS

Entry level class of series. Under general supervision, perform technical engineering tasks for which there are either precedents or detailed approaches in technical reference material; e.g., preparing field notes, sketches, engineering calculations, working drawings and technical specifications. Assignments may require the application of standard engineering techniques, procedures and criteria in selected design situations.

#### TYPICAL WORK

Design standard electrical, mechanical, civil, structural or architectural projects;

Prepare field notes, sketches, engineering calculations, working drawings, and technical specifications;

Inspect work in progress to determine conformity to plans and specifications;

Collect a variety of engineering-related data, e.g., on engineering costs; fuel, energy, or water consumption; lighting levels; heat gains or losses; machinery efficiency;

Visit project sites to become familiar with engineering problems and client needs;

Prepare preliminary cost estimates;

Prepare instructions and procedures for construction and/or shops personnel;

Prepare purchase order specifications for materials and/or equipment;

May direct the work of other support staff;

Perform related duties as required.

MINIMUM QUALIFICATIONS

A Bachelor of Science Degree in Engineering. Work experience in engineering may substitute for education on a year-for-year basis.

New Class: 1-3-73

Revise Class: 6-5-84